



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

RICK SNYDER  
GOVERNOR

BRIAN J. WHISTON  
STATE SUPERINTENDENT

August 19, 2016

Dr. Richard Robinson  
Detroit Community Schools  
12675 Burt Road  
Detroit, Michigan 48223

Dear Dr. Robinson:

On August 1, 2016, the Michigan Department of Education (MDE) notified the Detroit Community Schools (DCS) School Board that two administrators, Ms. Sharon McPhail and Ms. Echelle Jordan, were out of compliance with the legal requirements for administrator certification under Michigan Compiled Laws (MCL) 380.1246. It has since been brought to our attention that Ms. McPhail and Ms. Jordan continue to remain employed in positions which administer DCS instructional programs.

As you know, MCL 388.1763, as amended in October of 2015, requires the MDE to deduct State Aid funds in the amount paid to the administrator(s) during the period of time in which the individual was employed while out of compliance with the law. In addition, this law also provides a fine of \$1500.00 and the charge of a misdemeanor if "a school official is notified by the department that he or she is employing a non-approved, non-certificated, or unlicensed educator in violation of this section and knowingly continues to employ that educator."

For these reasons, it is critical that you notify me immediately of the employment status of these two administrators. If they are to remain employed with DCS in positions which administer instructional programs, MDE will begin a monthly State Aid deduction with the October payment in accordance with their reported salaries.

If they are no longer employed, or their roles have changed, please report the date of the change of employment status, as well as the job descriptions for the positions they now hold. All information may be reported via email at [BreenL1@michigan.gov](mailto:BreenL1@michigan.gov). Additional questions can be directed to me via e-mail or via phone at 517-241-1492. Thank you for acting as a partner with MDE and sharing this important information.

Sincerely,

Leah C. Breen, Director  
Office of Professional Preparation Services

cc: Bay Mills Community College Public School Academy Authorizer Office  
Venessa A. Keesler  
Dan Hanrahan

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